



<b>TITLE:</b>
Smoking and Tobacco Use Policy
<b>ADOPTED BY BOARD OF HARBOR COMMISSIONERS:</b>
August 25, 2014
<b>EFFECTIVE DATE:</b>
This Administrative Policy is effective upon approval by the Board of Harbor Commissioners.
<b>SUPERSESION:</b>
This policy supersedes Administrative Policy # 12307.
<b>PURPOSE:</b>
The purpose of this policy is to define the use of smoking and tobacco products at the Port of Hueneme and other District owned properties.
<b>POLICY:</b>
<p>1. <b>POLICY:</b> The District prohibits smoking, including electronic cigarettes, and the use of tobacco products inside any District owned buildings, District vehicles (owned or rented) or during the operation of machinery or equipment.</p> <p>Additionally, the rules and regulations of Port Terminal Tariff No. 7 requires:</p> <p>ITEM NO. 135 SMOKING – It shall be unlawful for any person to smoke, or to light any match, or to use or carry any open flame or for any person to permit any smoking or the lighting of any match, or the use or carrying of any open flame within fifty feet of any fuel transfer or operation or upon any vessel being fueled or transferring flammable materials or any other area designated by the Executive Director [CEO &amp; Port Director] and containing a notice with words “No Smoking”.</p> <p>2. <b>REQUIREMENTS:</b></p> <p>A. Except as otherwise provided under 2.B of this policy, smoking (including electronic cigarettes) and the use of tobacco products by District employees is <i>only</i> allowed during the employee’s rest periods.</p> <p>B. The use of smoking and tobacco products (including electronic cigarettes) by employees during rest periods and meal breaks shall occur no less than twenty (20) feet from any District building's doorway or airway.</p>



<b>RELATED POLICIES AND PROCEDURES:</b>
None.
<b>DEFINITIONS:</b>
None.